Starfish Student Guide
Overview

❖ Logging In – slide 3
❖ Profile Set-up – slide 4
❖ Viewing Your Success Network – slide 5
❖ Making Appointments – slides 6-9
❖ Finding Campus Services – slides 10-11
❖ Using Your Dashboard – slide 12-13
How to Login to Starfish

• Starfish Login Page  
  Click here to login

• Use your single sign-on credentials (URI email and Microsoft 365 password).

• Detailed instructions for setting this up can be found here: https://its.uri.edu/getting-started-students/

• You can find other Starfish resources at: http://uri.edu/starfish
Setting Up Your Profile

After logging into Starfish, click the three-bar stack in the top left of the screen to view your menu. Then select the drop-down next to your name and click, “Profile.” Here you can upload a new photo, edit contact info, and change reminder preferences for meetings.
Check Out Your Success Network!

Your success network will be the first thing you see when you login. Here, you can easily access faculty and staff you are connected with. Click on the three boxes next to their name to schedule an appointment, send them an email, or view their profile.
Making an Appointment

After you click “Schedule”, follow the prompts to make an appointment. First, you will be asked to specify your reason for making the appointment.
Making an Appointment

Next, pick the day and time that works best in your schedule. Note, the location of the meeting will be below each time slot.
Making an Appointment

If you can, be sure to leave a note in the box with what you are looking to get help with!
Making an Appointment

Does this look correct?

Date and Time
Thursday, September 27
9:45 am – 10:00 am

Location
White Hall 133
Please bring with you any forms for review/signature.

Reason for Visit
General Advising Visit

If you want, tell us a little bit about what's going on so we can help

Last, confirm your appointment!
Services

Below your success network you will find services.

Under “Your Services” you will find services you are connected with, such as the option to change your major or minor.

Under ”Other Services” you will find additional resources that might be helpful to you.
When you click on a service, it will bring you to a page where you can get an overview of what that service does, as well as the people there you can connect with. Just like in your Success Network, you can set up an appointment with the team members by clicking the three boxes, and then schedule.
In your **menu** you can find your dashboard. Here, you can see a **schedule** with the appointments you set up, as well as any **kudos** you have received from your instructors telling you that you did a good job!

Your menu can be found by clicking on the three lines in the upper left-hand corner.
Your Dashboard

You can also find any flags raised for you by instructors. If you see a flag on your dashboard, make sure you reach out to people in your Success Network for support!
Having a Starfish problem?

Send us an email at starfish@etal.uri.edu and we would be more than happy to help!